

263 CMR 3.00: REGISTRATION OF INDIVIDUAL PHYSICIAN ASSISTANTS

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3.01: General Provisions

(1) Any person who commenced practice as a physician assistant in the Commonwealth of Massachusetts prior to January 1, 1990 shall file an application with the Board for a certificate of registration as a physician assistant on or before March 1, 1991 in order to continue practicing as a physician assistant in the Commonwealth. The Board shall issue a certificate of registration to any such applicant who meets the requirements for registration set forth in M.G.L. c. 112, § 9I and 263 CMR 3.02(1).

(2) Any person who commenced practice as a physician assistant in the Commonwealth of Massachusetts between January 1, 1990 and March 1, 1991 shall file an application with the Board for a certificate of registration as a physician assistant on or before March 1, 1991 in order to continue practicing as a physician assistant in the Commonwealth. The Board shall issue a certificate of registration to any such applicant who meets the requirements set forth in M.G.L. c. 112, § 9I and 263 CMR 3.02(2).

(3) Any person who wishes to commence practice as a physician assistant on or after March 1, 1991 shall apply for, and obtain, a certificate of registration as a physician assistant from the Board prior to commencing such practice. The Board shall issue a certificate of registration to any such applicant who meets the requirements set forth in M.G.L. c. 112, § 9I and 263 CMR 3.02(2).

3.02: Requirements for Registration

(1) Any person who commenced practice as a physician assistant in the Commonwealth of Massachusetts prior to January 1, 1990 shall be granted a certificate of registration as a physician assistant by the Board upon submission of proof satisfactory to the Board that:

- (a) he or she is of good moral character;
- (b) he or she has graduated from a physician assistant training program which holds a valid certificate of program approval issued by the Board;
- (c) he or she has passed the certifying examination of the National Commission on Certification of Physician Assistants; and
- (d) he or she has been practicing as a physician assistant under the supervision of a registered physician.

(2) Any person who commenced practice as a physician assistant in the Commonwealth of Massachusetts on or after January 1, 1990 shall be granted a certificate of registration as a physician assistant by the Board upon submission of proof satisfactory to the Board that:

- (a) he or she is of good moral character;
- (b) he or she possesses a baccalaureate degree from an educational institution on the list of accredited colleges of the United States Office of Education, or any like institution approved by the Board;
- (c) he or she has graduated from a physician assistant training program which holds a valid certificate of program approval issued by the Board; and
- (d) he or she has passed the certifying examination of the National Commission on Certification of Physician Assistants.

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(3) The Board may, in its discretion, grant an applicant credit towards satisfaction of the baccalaureate degree requirement set forth in 263 CMR 3.02(2)(b) for education received at an institution outside of the United States if the applicant submits proof satisfactory to the Board that such foreign education is substantially equivalent to that provided in a baccalaureate degree program in an institution accredited by the United States Office of Education or otherwise approved by the Board.

3.03: Application for Registration

(1) An application for registration as a physician assistant shall be made on a form provided by the Board. Said application form shall be filled out completely and shall be accompanied by the following:

- (a) A completed authorization form, to be furnished by the Board and signed by the applicant, which authorizes the National Commission on Certification of Physician Assistants to release such information as the Board may deem necessary to verify that the applicant has passed the certifying examination of the National Commission on Certification of Physician Assistants;
- (b) An official transcript, or other official documentation satisfactory to the Board, verifying that the applicant has graduated from a physician assistant training program approved by the Board;
- (c) An official transcript, or other official documentation satisfactory to the Board, verifying that the applicant meets the educational requirements specified in 263 CMR 3.02(2), where applicable;
- (d) Any and all additional documentation which may be requested in writing by the Board; and
- (e) A check or money order made payable to the Commonwealth of Massachusetts for the amount of any application and registration fees, as determined by the commissioner of administration and finance pursuant to M.G.L. c. 7, § 3B.

(2) Applicants shall be notified in writing of any deficiencies in their applications. If the requested additional information is not received by the Board within 90 days of the date of the applicant's receipt of that written notice, the application shall no longer be considered for action by the Board.

(3) All fees submitted in conjunction with an application for registration are non-refundable.

(4) It is the responsibility of the applicant or registrant to notify the Board in writing of any of the following events within 30 days of their occurrence:

- (a) Any change in the address of the applicant or registrant;
- (b) Any change in the identity of the applicant or registrant's employer, or in the employment status of the applicant or registrant;
- (c) Any change in the identity or address of the registered physician supervising the practice of the applicant or registrant; or
- (d) The permanent departure of the applicant or registrant from the Commonwealth of Massachusetts.

3.04: Temporary Practice Certificates

(1) Any individual who holds a baccalaureate degree from an accredited educational institution, as defined in 263 CMR 3.02(2), and who has completed a physician assistant training program approved by the Board, but who has not yet passed the certifying examination of the National Commission on Certification of Physician Assistants, may obtain a temporary certificate of registration if:

- (a) He or she graduated from said physician assistant training program not more than two years prior to the date of his or her application for said temporary certificate;
- (b) He or she submits proof satisfactory to the Board that he or she meets all of the requirements for registration as a physician assistant set forth in 263 CMR 3.02(2) except for passage of the certifying examination; and

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(c) He or she certifies in writing, under the pains and penalties of perjury, that he or she will register for and take the next available administration of the certifying examination of the National Commission on Certification of Physician Assistants.

(2) In the event that an individual who obtains a temporary certificate of registration pursuant to 263 CMR 3.04(1) passes the certifying examination of the National Commission on Certification of Physician Assistants, said temporary certificate of registration shall remain valid and in effect until such time as the Board has issued a permanent certificate of registration to said individual.

(3) In the event that an individual who obtains a temporary certificate of registration pursuant to 263 CMR 3.04(1) fails the certifying examination of the National Commission on Certification of Physician Assistants, said temporary certificate of registration shall remain valid and in effect, provided that said individual submits a new written certification, under the pains and penalties of perjury, that he or she has registered to retake said certifying examination on a date not more than two years from the date of his or her graduation from an approved physician assistant training program. Upon submission of such proof of registration to retake the certifying examination, the temporary certificate of registration issued to said individual shall remain valid and in effect until the results of said re-examination are published. In the event that said individual fails the second administration of the certifying examination, he or she shall cease practice as a physician assistant immediately upon receipt of the examination results.

(4) An application for a temporary certificate of registration pursuant to this section shall be accompanied by a check or money order made payable to the Commonwealth of Massachusetts in the amount of any application and temporary certificate fees established by the Commissioner of Administration and Finance pursuant to M.G.L. c. 7, § 3B.

3.05: Renewal of Registration

(1) A certificate of registration as a physician assistant issued pursuant to 263 CMR 3.02 and 263 CMR 3.03 shall be valid until March 1 of the next odd-numbered calendar year.

(2) On or before March 1 of each odd-numbered calendar year, each registered physician assistant shall apply for renewal of his or her registration on forms prescribed or furnished by the Board, and shall pay such fees for renewal of that registration as may be established by the commissioner of administration and finance pursuant to M.G.L. c. 7, § 3B.

(3) As a condition for renewal of said registration, each registered physician assistant must certify, under the pains and penalties of perjury, that he or she has completed at least 100 hours of continuing education in courses or programs approved by the American Academy of Physician Assistants, the American Medical Association, or like accrediting body approved by the Board, since the date of his or her last registration. At least 40 hours of such continuing education must be in courses or programs which meet the criteria for Category I courses or programs established by the American Medical Association or the American Academy of Physician Assistants. The Board reserves the right to require any registered physician assistant to submit written documentation satisfactory to the Board of his or her completion of all or any part of such continuing education.

3.06: Lapse of Registration

(1) If a registered physician assistant allows his or her registration to lapse, but submits an application for renewal of said registration within two years after the expiration date of said registration, said registration may be reinstated upon submission of:

- (a) a completed application for renewal of registration, as set forth in 263 CMR 3.05;
- (b) payment of all back registration fees, the current renewal fee, and such late fee as may be established by the commissioner of administration and finance pursuant to M.G.L. c. 7, § 3B; and

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(c) a completed authorization form, furnished by the Board and signed by the applicant, authorizing the National Commission on Certification of Physician Assistants to provide the Board with such information as the Board deems necessary to verify that the applicant is currently certified by the National Commission on Certification of Physician Assistants.

(2) If a registered physician assistant allows his or her registration to lapse, and does not attempt to renew it within two years of its expiration date, said registration may be reinstated upon submission of:

- (a) a completed application for renewal of registration, as set forth in 263 CMR 3.05;
- (b) payment of all back registration fees, the current renewal fee, and such late fees as may be established by the commissioner of administration and finance pursuant to M.G.L. c. 7, § 3B; and
- (c) all additional documentation required for an application for initial registration, as set forth in 263 CMR 3.03.

REGULATORY AUTHORITY

263 CMR 3.00: M.G.L. c. 112, §§ 9F, 9I and 9K.